



STATE OF ALABAMA  
DEPARTMENT OF FINANCE REAL  
PROPERTY MANAGEMENT  
Division of Construction Management



770 Washington Avenue, Suite 444  
P.O. Box 301150  
Montgomery, Alabama 36130-1150  
Telephone: (334) 242-4082

**ANNUAL CERTIFICATION OF NON-APPLICABILITY OF  
CONSTRUCTION INDUSTRY CRAFT TRAINING (CICT) FEE**

I certify that \_\_\_\_\_ shall not be collecting any fees  
Name of Municipality or County (the Entity)  
for non-residential permit fees from October 1, 20\_\_ to September 30, 20\_\_ and shall not  
be remitting any Construction Industry Craft Training fees to the Division of Construction  
Management for the time period specified.

The entity also certifies that should any non-residential permits be issued during the time period  
specified that the entity understands that it is fully responsible for complying with Act 2015-308:  
a CICT fee of \$1.00 per each \$1,000.00 of permitted non-residential estimated construction value  
is remitted to the Alabama Department of Finance, Division of Construction Management from  
local governments by the 20th day of the month following an entity's issuance of permits.

Certified by: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Official's Printed Name & Title

Sworn and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature  
(Seal)

\_\_\_\_\_  
Notary Expiration Date

The time period in the first paragraph is based on the state fiscal year-end of September 30<sup>th</sup>; please  
fill in the appropriate years.

The signer of this certification and the notary public cannot be the same person.

Mail the completed form with original signatures and notary seal to: Alabama Division of  
Construction Management, P.O. Box 301150, Montgomery, AL 36130.

Emailed and faxed copies cannot be accepted because original signatures are required.

CICT Fee contact: 334-353-5355 or [craffttraining@rpm.alabama.gov](mailto:craffttraining@rpm.alabama.gov).